

**Accounts Receivable Collection**

Policy Area: Accounts Receivable	Effective Date: 07/01/2005
Policy Sub Area: NA	Last Revision Date: NA
Authority: G. S. 147-86.21	Policy Owner/Division: Statewide Accounting

Policy

Techniques for collection of accounts receivable shall include use of credit reporting bureaus, judicial remedies authorized by law, and administrative setoff by a reduction of an individuals tax refund pursuant to the Setoff Debt Collection Act, Chapter 105A of the General Statutes, or a reduction of another payment, other than payroll, due from the State to a person to reduce or eliminate an accounts receivable that the person owes the State.

Utilize the following list of state and federal statutes, where applicable, as a guide in effectively managing accounts receivable:

- Attorney Generals Guidelines for Submitting Accounts;
- Setoff Debt Collection Act, G.S. 105A;
- State Cash Management Plan, Article 6A, G.S. 147-86.10 through .19;
- Defaulted Student Loan Recovery Act, G.S. 105B;
- State and Certain Local Educational Entity Employees, Non-salaried Public Officials, and Legislators
- Required to Repay Money Owed to State, State Employees Debt Collection Act, Article 60, G.S. 143-552 through 562;
- Fair Debt Collection Practices Act, United States Public Law 95-109, as amended by Public Law 99-361;
- Fair Credit Reporting Act, United States Public Law 91-508, Title VI;
- Federal Communications Commission, Use of Telephone for Debt Collection Purposes;
- Federal Cash Management Improvement Act of 1990, Public Law 101-453; and
- Higher Education Act of 1965, as amended, Title IV; Student Loans held by educational institutions and agencies.

Each agency is responsible for developing its own internal collection procedures that meet the requirements of the Statewide Accounts Receivable Program and the policies and procedures established by OSC and the Attorney General. Many agencies have extensive, well-defined internal collection procedures tailored to the nature of their receivables. The procedures that follow are not intended to replace the detailed procedures already in existence, but to supplement those internal procedures where applicable.

Procedures

NA

Accounting Guidance

NA

Related Documents (Memos/Forms)

NA

Revision History

Date	Description
NA	